



November 2023

**Dear Applicant**

**Theatre Royal Bath – Assistant Electrician**

Thank you for your interest in the above post. I enclose the following:

1. Background to the Theatre Royal Bath
2. Job Description and Person Specification
3. Application Form

If you wish to take your application further, please return the completed application form to reach us no later than 24/11/2023. Interviews will take place week commencing week of the 27/11/2023.

Thank you for your interest in the Theatre Royal Bath and I look forward to hearing from you.

Yours sincerely

Joe Wright  
Technical Manager



#### BACKGROUND TO THE THEATRE ROYAL BATH LTD (TRB)

The Theatre Royal Bath (registered charity 277723) is one of the oldest continually working theatres in the country, having originally opened in 1805. A Grade II\* listed building, it is described by the Theatres Trust as "One of the most important surviving examples of Georgian theatre architecture". The Theatre Royal Bath comprises three auditoria – the historic Main House, the innovative Ustinov Studio and the Egg Theatre – which between them programme the best of UK touring and international theatre, many productions either prior to or direct from the West End; an ambitious programme of new writing and rarely seen plays; a mix of drama, comedy, ballet, opera and musical theatre and dedicated work for children and families throughout the year.

Regular visitors to the Main House include the National Theatre and the Royal Shakespeare Company, English Touring Opera, Rambert Dance and much-loved and award-winning UK actors including Felicity Kendal, Simon Callow, Nigel Havers, Patricia Hodge and Julian Clary programmed alongside international stars such as Ralph Fiennes, F Murray Abraham, Vanessa Redgrave and Barry Humphries. Recent years have also seen multiple sell-out successes from Mischief Theatre (creators of *The Play That Goes Wrong*) and the musical phenomenon *SIX* bringing in a new generation of theatregoers.

Since 2011, under the direction of first Laurence Boswell, and now the internationally acclaimed and multi-award-winning opera and theatre director Deborah Warner, the 120 seat Ustinov Studio has transformed to an internationally acclaimed venue for innovative, creative theatre and performance. Recent successes include the world premiere of Florian Zeller's *THE FATHER*, which earned an Olivier Award for Kenneth Cranham in the title role, and has become an Oscar winning movie; the provocative comedy *BAD JEWS*, literary thriller *SWITZERLAND* and powerful drama *OLEANNA*, all of which transferred to the West End after opening at the Ustinov.

In 2005, Theatre Royal Bath opened The Egg Theatre – one of the first venues in the country programming exclusively for children, young people and their families. The Egg has quickly built a reputation for high-quality productions, with its much-lauded Christmas productions including *SNOW MOUSE* becoming a national highlight. As well as a fully equipped auditorium, The Egg also provides a foyer café, workshop spaces and a roof-top rehearsal space which have all been designed to make the building as accessible to children as possible. The Egg is also home to a varied programme of creative learning, a thriving Theatre School and since 2016, the Bath Theatre Academy which offers full-time, level 3 qualifications for 16-19 year olds in performance and production arts.

The Theatre Royal Bath's charitable purpose is to provide high quality entertainment and creative learning opportunities for the community. In 2021, Theatre Royal Bath established the *WONDERFUND* as its commitment to ensuring Bath is the city where school children enjoy live performance for free.

In the last twenty years, Theatre Royal Bath Productions has become one of the country's most prolific producers and co-producers with productions touring nationally and transferring to theatres in the West End including the Duke of York's Theatre and the Harold Pinter Theatre every year. In 2022, no other theatre in the UK toured to as many venues nationwide as Theatre Royal Bath, with Main House productions & co-productions of *PRIVATE LIVES*, *THE PLAY WHAT I WROTE*, *THE DRESSER*, *AN HOUR AND A HALF LATE*, *BEAUTIFUL: The Carole King Musical*, *THE HOMECOMING* and The Egg's trailblazing production of *JOSEPHINE* seen in thirty-five cities and towns across the UK in the first six months of the year.



## Job Description

November 2023

**Job Title:** Assistant Electrician  
**Department:** Technical  
**Reporting to:** Chief Electrician, Deputy Chief Electrician  
**Responsible for:** LX Casual Technicians

## Objectives

- To achieve and maintain a high standard of excellence for the Theatre Royal Bath, in particular the Technical Department.
- To work as a member of the technical team in a professional and supportive manner

## Key tasks and Responsibilities

- To fit-up and get-out according to requirements the lighting and sound for productions on the Main Stage, Ustinov Studio and *the egg* as directed by the Chief Electrician.
- To ensure the smooth technical running of all performances with a willingness to rectify at the earliest opportunity any faults that may arise, to the best that circumstances will allow.
- To work as required on the maintenance of the Theatre Royal Bath lighting and sound equipment, electrical installations, and provide PAT testing services for the Theatre Royal Bath and production company.
- To assist in the design and rig, as required, of the lighting and sound installations for in-house productions, Sunday concerts, and studio shows.
- To adhere to the guidelines and budget laid out by the Chief Electrician and Technical Manager.
- To ensure that maintenance programmes are fulfilled as directed and all appropriate paperwork and reports are completed.
- To program and operate the TRB lighting desks as directed, ensuring its back-up systems are functioning and basic maintenance is carried out.

- To be available as required to give talks, demonstrations and technical support for events organised by the Education and Operations Departments and for tours, Friends and Associates as required.
- To fulfil the Theatre Royal Bath Health and Safety regulations including fire procedures and the recording of any accidents in the book provided.
- To attend departmental meetings.
- To properly complete a timesheet for every working week, provide any information required by the Theatre Royal Bath; medical forms, holiday forms etc
- To abide by the financial coding, management and monitoring systems laid down by the theatre's Finance Department.
- To act always in the best interests of the Theatre Royal Bath

### **Special Responsibilities**

- To fulfil the duties and responsibilities of the Deputy Chief Electrician in their absence, as stated in their job description and according to instruction from the Chief Electrician.
- To oversee and advise on the installation of touring sound equipment working with touring production engineers and sound designers.
- To undertake any further training as necessary.
- To oversee the in-house stock of sound equipment and ensure maintenance is carried out when needed.



## **Assistant Electrician – Person Specification**

### **Essential Skills and Experience**

- 2 years' experience working in the industry or 1 years' experience and a relevant higher education qualification.
- Ability to mix sound for small events.
- Good knowledge of operation and programming of ETC EOS and ION
- Good knowledge of theatre lighting and sound
- Proven track record in equipment maintenance and asset management
- **Good working knowledge of current Health & Safety legislation and good working practices within mainstream touring theatre**
- Experience of working directly with creative personnel
- IT literate, including MS Office
- Excellent communication and diplomacy skills
- Ability to positively manage and motivate staff
- Ability to plan workloads and effectively manage multiple tasks and priorities
- Experience of dealing with visiting companies
- Experience of meeting deadlines
- Ability to work swiftly and calmly under pressure
- Flexibility to accommodate irregular and antisocial working hours
- Ability to work on your own and use initiative

### **Desirable Skills and Experience**

- A recognised qualification in technical theatre
- Good working knowledge of sound systems and installations, including QLab, Yamaha Mixing consoles and D&B PA systems.
- Good working knowledge of AV and projection systems
- Ability to mix and operate digital sound desks, particularly Yamaha.
- Knowledge of moving lights and intelligent fixtures
- PAT qualification
- First Aid qualification
- Good working knowledge of theatre working practices, including rigging and flying
- Experience of working within a producing / repertory environment
- Experience of working in a studio theatre environment
- Experience of working within an educational environment
- Experience of delivering training and talks
- Familiarity with Vectorworks
- Understanding of Dante and digital audio networking.



**Important notes on salary:**

Position: Assistant Electrician

Department: Technical

Salary: £23,171.20+ o/t & get-outs  
OTE circa £30,000

Due to the nature of work within the technical department, the successful candidate will be expected to work on Sundays when necessary and get outs on a weekly basis. Therefore, the basic salary is not reflective of the expected total earnings.

Based on the previous years, it would be expected that the position of Assistant Electrician would gross between £30,000 and £34,000 per annum.